

Steering Committee Meeting Minutes
 Charleston, South Carolina
 November 8, 2004.

Attendees

Larry Abrahamson, State University of New York
 Jake Eaton, Potlatch
 Tom Houghtaling, Minnesota Power
 Steve Pottle, Boise Cascade
 Jim Shepard NCASI
 Richard Shuren, Greenwood Resources
 John Stanturf, USDA Forest Service
 Bryce Stokes, USDA Forest Service
 Tim Volk, State University of New York
 Lynn Wright, Oak Ridge National Laboratory/private consultant

Minutes (compiled by Lynn Wright, edited by Jim Shepard, Jake Eaton, Bryce Stokes)

Nominations

Jake Eaton was asked and agreed to serve another 2 years as Steering Committee Chair.
 Steve Pottle was nominated and unanimously approved as Vice Chair/Biennial Meeting Chair

Action Items

Who?	What?	When
Jake Eaton	Check with current Steering Committee members to determine their interest in continuing to serve	By Nov. 30, 2004
Bryce Stokes	Announce invitation to serve on Steering Committee	Nov. Business Meeting
Jim Shepard	Determine whether NCASI willing to continue role as Administrator for SRWCOWG	By mid-Nov.
Lynn Wright	Determine whether DOE is willing to support newsletter and website work in support of SRWCOWG	Jan 2005
Lynn Wright	Renew WoodyCrops.Org Website name	Jan 2005
Lynn Wright	Talk with Evan Hughes about EPRI role as administrative supporter	Jan 2005
Lynn Wright	Get Steering Committee Invitation on website and in newsletter	Next newsletter

Steering Committee Membership

Discussion was initiated about revitalizing and expanding the Steering Committee. There continues to be a desire to get a broad representation from all industry and private sector groups that have an interest in Short Rotation Woody Crop Technology. It was suggested that the leadership should continue to try to recruit equipment manufacturers. It was suggested and accepted by the group that we should allow anyone who is interested to be involved.

Bryce Stokes proposed making an announcement at the Business Meeting inviting interested people to nominate themselves as members of this committee. Additional announcements should be put in the newsletter and on the web site where gaps in the current committee could be mentioned. Contact person should be Jake Eaton.

Two new participants, John Stanturf of the USFS and Rich Shuren of Greenwood Resources, were accepted as Steering Committee members. Greenwood Resources has offered to become a sustaining sponsor.

It was noted that Administrative or Sustaining Sponsors automatically have a position (or two) on the Steering Committee. These sponsors have recently included NCASI, USFS, ORNL and EPRI (Administrative) and Potlatch Corp., Boise LLC, Irrigation Mart Inc., Greenwood Resources and Peterson Corp. (Sustaining). The interest of EPRI was questioned. Since EPRI no longer supports biomass research and Even Hughes is now a private consultant, the assumption is that EPRI should be removed. Lynn will consult with Evan Hughes to see whether he thinks we should talk with anyone at EPRI and whether or how he would like to be involved. *(Update: Contact with Evan Hughes resulted in his requesting to continue serving on the Steering Committee at his own expense. He promised to ask EPRI if they wished to continue support of the group but no response has been obtained to date).*

Role of DOE/ORNL was also questioned. Unless DOE is willing to continue to allow staff and guests to continue supporting the SRWCOWG through maintaining the website and newsletter publication, then perhaps they should be dropped as Administrative sponsors also. Lynn will check on this. *(Update: ORNL will continue to provide server space and back-up support for the website, and is providing office space and equipment for Lynn Wright to work on the website).* Lynn Wright also will continue serving on the Steering Committee at her own expense.

Role of NCASI was discussed since the key NCASI person, Jim Shepard, will soon be leaving to join Mississippi State University. Jim felt that NCASI would be interested in continuing their administrative support role, but agreed to talk with Al Lucier and others at NCASI about this. *(Update: NCASI will continue this role with the contact person being Vicki Tatum, vtatum@src-ncasi.org)*

Treasurers Report

Jim Shepard passed out a treasurer's report. It was accepted by the group. As of November 8, 2004, the SRWCOWG has \$25,571.23 in the bank. There will be expenses from the Charleston

meeting not shown in this balance. The hotel catering bill is expected to be at least \$10,000 and there may be other expenses.

2006 Meeting

With three sustaining sponsors from the West Coast, the obvious choice for the 2006 meeting is the Washington/Oregon area. Jake Eaton, Steve Pottle and Rich Shuren offered to work together to organize the next meeting. The timing of late September was suggested as a possibility. There was also discussion about the South (John Stanturf , USFS and Jim Shepard, MSU) working together to host the 2008 meeting. They were already deciding on best places to eat!

Web Site

The web site name “woodycrop.org” is up for renewal. Lynn Wright agreed to handle that herself and would request reimbursement from the organization. (*Update: The woodycrops.org website has been renewed.*) Lynn also requested that the organization consider paying her directly for work on maintaining the website. The group agreed that this could be done, but requested that Lynn first talk with DOE to determine their interest in continuing to support the SRWCOWG by paying for web and newsletter work. Lynn agreed to do this and report back to Jake. (*Update: due to funding limitations the DOE/ Office of Biomass Program has declined the opportunity to provide direct monetary support to ORNL for time spent on the newsletter and web.*)

Newsletter

Lynn Wright agreed to put together the next newsletter using material from the Charleston meeting. It was suggested that each Steering Committee member should be requested to provide an article for future issues and the membership should be solicited to provide content.